


Memorandum

DATE: June 7, 2012
TO: Development Processing Review Committee
FROM:  Rick LeFeuvre, Director, OC Public Works/OC Planning
SUBJECT: DPRC Meeting Minutes – May 10, 2012

A meeting of the Development Processing Review Committee was held on Thursday, May 10, 2012, at 8:30 a.m. in the H. G. Osborne Building, on the Eighth Floor, in Executive Conference Room 808.

MEMBERS

Jay Bullock – Planning Solutions, (Chair) (2nd District)
Jackie Hare – J. L. Hare Associates, Inc. (2nd District)
Joe Lambert – Construction Planning Services (3rd District)
Fred Ameri – RBF Consulting (5th District)

GUESTS

Jeff Okamoto – RBF Consulting

STAFF

Rick LeFeuvre – Director, OC Planning
Michael Balsamo – Manager, OC Planning/OC Community Development
Laree Brommer – Manager, OC Planning/OC Planned Communities/Land Use Planned Communities
Angela Crespi – Manager, OC Planning/OC Community Development/Customer Care Permit Services
Mahrooz Ilkhanipour – Manager, OC Planning/OC Community Development/County Property Permits
Judy Kim – OC Community Development/Customer Care/Permit Services
Polin Modanlou – Manager, OC Planning/OC Community Development
Harry Persaud – Manager, OC Planning/OC Planned Communities
Chuck Stanfield – Manager, OC Engineering/OC Inspection/Building & Grading Inspection Services
Hadi Tabatabaee – Orange County Building Official, OC Public Works

MEMBERS ABSENT

Michael Recupero – Recupero & Associates, Inc. (1st District)
Lee Lowrey – Lowrey Pacific Capital (1st District)
Rick Fitch – Hunsaker & Associates (3rd District)
Carl Taylor – Huitt-Zollars, Inc. (Vice-Chair) (4th District)
Thomas Grable – Tri-Pointe Homes (5th District)

1. Approval of Meeting Minutes for April 12, 2012

The meeting minutes for April 12, 2012 will be voted upon at the June meeting.

2. Planning Division Update

Mike Balsamo reported the following:

- Angela Crespi is the new Customer Care and Permit Services Manager. She has a master in Public Administration from the University of Southern Illinois with a specialty in local government.
- The Performance Audit is currently wrapping up the follow-up audit of OC Planning; their findings look positive. The draft audit will be going out to the Board of Supervisors shortly.
- The Engineering Technician and the two Planner IV position vacancies will be getting filled soon.

Laree Brommer reported the following:

- Planned Communities is currently holding the recruitment for an Administrative II position (Dave Shepherd's old position); interviews will be held shortly.
- Nine maps in PA1 are being processed for the Subdivision Committee meeting on June 6.
- The permits for Wildcatters Park in Tonner Hills have been issued.

Harry Persaud reported the following:

- In an effort to improve service, Planned Communities has developed a schedule of milestones which need to be met in the future.
- Construction on the La Pata Ave Gap Closure project will begin next year.

3. OCPW Standard Plans Manual

Hadi Tabatabaee reported the following:

- As mentioned in last month's meeting, the committee is being broken down into multiple interest parties, in order to streamline the process and make it easier to come to group decisions.
- The primary areas which need the most updates are within the water quality and ADA requirement categories.
- The target completion timeframe is the end of summer.

4. Deposit Estimates and Tracking

DPRC members continued their discussion from last month regarding accurate deposit amounts and tracking the charges to these accounts. The builders are concerned that it is difficult to track exactly what time is being charged to each of the deposits.

- Harry Persaud suggested that anyone that has a concern can request a breakdown of the fees in order for staff to make the appropriate adjustments regarding any differential costs.
- Joe Lambert requested a comparison of costs for similar projects in Tonner/Blackstone vs. PA1 of the Ranch Plan.

- Laree committed to convene a breakout meeting with Tom Grable and any other interested DPRC members. Staff will report back in June regarding this matter and some possible solutions.

5. 2012 Processing Fee Adjustment

Mike Balsamo reported that the General Communities fee ordinance is currently being reviewed and updated; they are looking to possibly reduce fees in a few areas.

6. Strategic, Methodical and Consistent (SMaC) Recipe for DPRC

This item will be discussed next month, due to low member turnout.

7. Other Business

For next month's meeting, DPRC members requested to have a representative from OC Watersheds present in order to discuss the new Water Quality requirements and updates.

8. Next Meeting

The next meeting of the Development Processing Review Committee will be held on Thursday, June 14, 2012, at 8:30 am.